

Solano Cemetery District
Board of Trustees Meeting
July 12, 2021

The Board of Trustees of the Solano Cemetery District met in regular session on July 12, 2021, at the Rockville Cemetery.

1. **CALL TO ORDER** – Vice Chairman Engell called the meeting to order at 9:00 a.m.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG** - Boardmember Falati led the flag salute.
3. **ROLL CALL: TRUSTEES PRESENT:** Vice Chairman Engell, Boardmembers Robinson, Jones, Falati
Absent: Chairman Kilmer
STAFF PRESENT: General Manager Goodrich, Administrative Assistant Hernandez
4. **PUBLIC COMMENT** – None
5. **CONSENT CALENDAR** A. Approval of June 7, 2021 Meeting Minutes; B. Approval of June 2021 Revenue and Expense Report; A motion was made by Boardmember Falati seconded, by Boardmember Jones approving the Consent Calendar as received. The motion passed unanimously.
6. **NEW BUSINESS**
 - A. Approval of 2021-2022 Fiscal Year Final Budget – General Manager Goodrich explained that there were a few changes to the Budget including removal of \$20,950.00 from the Fixed Assets Budget for the cost of the gates at the Rockville Cemetery. It is a prior year expense and was paid out of the 2020-2021 Fiscal Year Budget. The Budget for the estimated cost of water was also reduced by \$21,605.00. A motion was made by Boardmember Falati, seconded by Boardmember Robinson. The motion passed unanimously.
 - B. Approval of Revision of Policy #5009 to Remove Saturday Burials. General Manager Goodrich requested that the Board revise Policy #5009 to remove Saturday burials because the District does not have the staff to accommodate Saturday burials. General Manager Goodrich noted a correction to “Policy #5009” posted on the agenda should have been “Policy #5001.” A motion was made by Boardmember Falati, seconded by Boardmember Jones. The motion passed unanimously. Vice Chairman Engell stated the correction of the Policy number revised to Policy #5001.
 - C. Approval of Revision of Price for Section F Graves. General Manager Goodrich stated that the increase in price for Section F Graves at Rockville Cemetery will offset the operating expenses of the District. A motion was made by Boardmember Falati, seconded by Boardmember Robinson. The motion passed unanimously.
 - D. Select and Vote for (1) Candidate to Serve on the CSDA 2022 Board of Directors Seat A. A motion was made by Boardmember Robinson, seconded by Board member Falati to vote for Chad Davison to serve on the CSDA 2022 Board of Directors Seat A. The motion passed unanimously.
 - E. Approve Revised Lease Agreement with the Church of Christ for the Stone Chapel and Rockville Office Building. A motion was made by Boardmember Falati, seconded by Boardmember Jones. The motion passed unanimously.
7. **UNFINISHED BUSINESS**
 - A. Future Projects and Development
 1. One to Five Year Project Plans – No Action
 2. Erik Lees & Associates – General Manager Goodrich stated that she has notified Erik Lees that she is retiring and that he should get in contact with the Building and Projects Committee either by telephone or Zoom meeting. General Manager Goodrich sent Lees & Associates a copy of the agreement with the City of Fairfield and topography maps.
8. **COMMITTEE REPORTS**

A. Finance Committee – General Manager Goodrich stated that she spoke with the manager at First Northern Bank and new signer sheets need to be completed by the Chairman, Vice Chairman, Secretary and members of the Finance Committee.

B. Building and Projects Committee – None

C. Personnel Committee – Boardmember Robinson reported that Regional Government Services presented (5) candidates for the General Manager position. Boardmember Robinson suggested scheduling interviews followed by a Special Board Meeting so that the Board can interview the candidates as well.

9. STAFF REPORTS – General Manager Goodrich notified the Board of the CAPC Conference in October and informed them that guests are not covered by the District.

10. TRUSTEE REPORT – Boardmember Falati asked for clarification on the status of the gate at the Suisun Fairfield Cemetery.

11. ADJOURNMENT

The meeting adjourned at 9:48 a.m. The next meeting will be August 9, 2021.

Respectfully submitted

James Robinson, Secretary
By Dolores Hernandez